

**Berkeley Unified School District**

2020 Bonar Street, Technology Lab, Room 126  
Berkeley, CA 94702

**Personnel Commission**

**Timothy Carter, Chairperson**     **Ann Aoyagi, Vice-Chairperson**     **Dan F. Lee, Commissioner**  
**Randy Perez, Secretary**

**Meeting Agenda**

November 6, 2014 - 4:30 pm

**1. Call to Order** **Chairperson Carter**

**2. Roll Call & Establishment of Quorum** **Secretary Perez**

**3. Public Comments (15 minute limit)** **Public**  
This is an opportunity for the public to comment on Personnel Commission business not on the agenda. The time limit is five minutes per individual and a total of fifteen minutes per subject. No action can be taken by the Commission.

**4. Approval & Adoption of Agenda** **Chairperson Carter**

**5. Approval of Meeting Minutes**

a) Meeting Minutes for October 2, 2014 p. 3 - 4

**6. Consent Items**

Ratification of Eligibility Lists

- a) Grounds Gardener p. 5
- b) Clerical Assistant III p. 6
- c) Instructional Specialist, Garden p. 7
- d) Instructional Technician p. 8
- e) Food Service Satellite Operator p. 9
- f) Senior Personnel Assistant p. 10

**7. Conference Item**

This item is presented for discussion and action, and may have been reviewed at a previous meeting.  
a) Request for Voluntary Demotion p. 11

**8. Discussion Items** **Chairperson Carter**

These items are presented for discussion only. No action can be taken at this time.

- a) Agenda Item Request: Recommendations from the Board of Education relative to the classification and compensation study - Attachment A
- b) Agenda Item Request: Request to review examination questions and results – Attachment B
- c) Agenda Item Request: Working out of classification – Attachment C

**9. Information Item** **Secretary Perez**

- a) Examinations administered in the month of October p. 12
- b) New Hires/New Assignments processed in the month of October p. 12

**10. Reports**

- a) Union **Union Representatives**
- b) Commissioners Reports **Commissioners**

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c) Personnel Director

**Secretary Perez**

I. Classification and Compensation Study

II. Update on Neogov

III. Process for Determining Limited Term and Provisional Appointments – Attachment D

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**12. Next Meeting**

Follow up items for next Personnel Commission Meeting

**13. Adjournment**